



Wyoming Department of Education

Dr. Jim McBride, Superintendent of Public Instruction


Hathaway Building, 2nd Floor, 2300 Capitol Avenue

Cheyenne, WY 82002-0050

Phone 307-777-7673 Fax 307-777-6234 Website www.k12.wy.us

MEMORANDUM NO. 2009-047

TO: School District Superintendents
WISE Coordinators

FROM: Leslie Zimmerschied 
Data Analyst
Technology, Careers, and Data

DATE: March 6, 2009

SUBJECT: Spring 2009 WISE DATA COLLECTION TIMELINE

SPRING 2009 WISE DATA COLLECTION TIMELINE

The Wyoming Department of Education (WDE) announces the data collection timeline for the Spring 2009 Wyoming Integrated Statewide Education (WISE) Data System. This memorandum provides an overview of the Spring 2009 data collection schedule. Individual memoranda to follow will provide detailed information on each of the Spring 2009 WISE data collections. Each of these collections will be submitted via the State Report Manager (SRM). There are no new data collections migrating to the SRM for Spring 2009.

Spring 2009 Data Collections

Collection Number	Collection Name	WEN Training	Official SRM Collection Window	Data Steward
WDE-684	WISE Teacher/ Course/ Student	None	3/31/2009 - 4/17/2009	Leslie Zimmerschied 777-8751
WDE-427	WISE Special Education - End of Year	4/22/2009	5/18/2009 - 6/12/2009	Stephanie Weaver 777-2650
WDE-652	WISE School District Staff Member	4/28/2009	5/18/2009 - 6/30/2009	Susan Kruse 777-6252

WDE-600	WISE Attendance and Membership	5/13/2009	6/1/2009 - 6/15/2009	Amy Manley 777-6000
WDE-636	WISE Student Disciplinary Incident	5/27/2009	6/19/2009 - 7/2/2009	Nathaniel Castellanos 777-6391
WDE-670	WISE Graduate and Completer Statistics	6/3/2009	6/19/2009- 7/2/2009	Leslie Zimmerschied 777-8751

Who should attend the trainings?

WDE recommends both Technical and Content personnel attend the trainings. Any district or school personnel are welcome to attend.

What is the purpose of the trainings?

A portion of the presentation will focus on submission process via the SRM. The trainings will detail the content of the collection. Specifications of each required element will be explained as well as answers to Frequently Asked Questions. Content experts from WDE will be on-hand to answer any additional questions that district personnel may have.

Where can I find collection specifications?

As documentation becomes available, it will be posted on the WISE website: <http://www.k12.wy.us/wise/>. WISE coordinators will be contacted via e-mail when documents have been added.

Who to contact for more information?

Questions regarding content of a specific collection should be directed to the Data Steward for the collection. Contact information for WDE Staff can be found through the Fusion Portal at <http://fusion.edu.wyoming.gov>. Click the "Directory" tab, then the link to "WDE Staff".

If you have any questions regarding these collection schedules or processes, please contact Leslie Zimmerschied at 307-777-8751 or lzimme@educ.state.wy.us.

If you have any questions about the WISE project, please contact Shadd Schutte at 307-777-3656 or sschut@educ.state.wy.us.

To sign up for WEN training, please contact your local WEN Video scheduler.